



TOWN OF DISCOVERY BAY

A COMMUNITY SERVICES DISTRICT

President – Mark Simon • Vice-President – Kevin Graves • Director – Bill Pease • Director – Chris Steele • Director – Marianne Wiesen

**MINUTES OF THE REGULAR MEETING
OF THE BOARD OF DIRECTORS
OF THE TOWN OF DISCOVERY BAY
Wednesday January 8, 2014
REGULAR MEETING 7:00 P.M.
1800 Willow Lake Road, Discovery Bay, California
Website address: www.todb.ca.gov**

REGULAR MEETING 7:00 P.M.

A. ROLL CALL AND PLEDGE OF ALLEGIANCE

Call business meeting to order – 7:00 p.m. by President Simon
Pledge of Allegiance – Led by President Simon
Roll Call – All Present

B. PUBLIC COMMENTS (Individual Public Comments will be limited to a 3-minute time limit)

None

C. BOARD OFFICERS APPOINTMENT & DISTRICT REPRESENTATIVE COMMITTEE POSITIONS

1. Nominate & Appoint District Board Positions for the 2014 Year

General Manager Howard – Provided details of item C-1.

Nominations opened for Board President

Director Pease – Nominated Mark Simon to the Board President Position

Nominations Closed

No Public Comment

Vote: Motion Carried – AYES: 3 – President Simon, Director Pease, Director Steele, NOES: 0; ABSTAIN: 2
- Vice-President Graves, Director Wiesen

Nominations opened for Board Vice-President

Director Pease – Nominated himself to the Board Vice-President Position

Director Wiesen – Nominated Vice-President Graves to the Board Vice-President Position

Director Steele – Nominated himself to the Board Vice-President Position

Motion by: Director Wiesen to appoint Kevin Graves to the Board Vice-President Position

No Second – Motion Failed

Motion by: Director Pease to appoint himself to the Board Vice-President Position

No Second – Motion Failed

Motion by: Director Steele to appoint himself to the Board Vice-President Position

Second by: Director Wiesen

Vote: Motion Carried – AYES: 4 – President Simon, Director Pease, Director Steele, Director Wiesen,
NOES: 0, ABSTAIN: 1 – Director Graves

Nominations opened for Board President Pro-Tempore

Director Pease – Nominated himself to the President Pro-Tempore Position

Director Wiesen – Nominated Kevin Graves to the President Pro-Tempore Position

Motion by: Director Wiesen to appoint Kevin Graves to the President Pro-Tempore Position

Second by: Vice-President Steele

Vote: Motion Carried – AYES: President Simon, Vice-President Steele, Director Wiesen, NOES: 0;
ABSTAIN: 2 – Director Graves, Director Pease

Pictures were taken of the new President and Vice-President.

2. Appointment of Board Members to District Representative Committee Positions

General Manager Howard – Provided details of item C-2.

<u>Committee Name</u>	<u>Director Appointed</u>	<u>Alternate</u>
Contra Costa County Aviation Advisory Committee	Kevin Graves	Chris Steele
Contra Costa County Code Enforcement	Marianne Wiesen	Mark Simon
Contra Costa Special Districts Association	Bill Pease	Kevin Graves
East Contra Costa County Fire Protection District Liaison	Kevin Graves	Mark Simon
East County Water Management Agency	Board President	Board Vice-President
LAFCO/Liaison	Chris Steele	Bill Pease
Police Services (P6 Committee)	Bill Pease	Marianne Wiesen
School District Representative Liaison	Chris Steele	Kevin Graves
Regional Transportation Agencies	Bill Pease	Kevin Graves

Board Subcommittee Appointments

<u>Committee Name</u>		
Budget Subcommittee	Mark Simon	Bill Pease
Communications Subcommittee	Kevin Graves	Chris Steele
Community Center Subcommittee	Chris Steele	Kevin Graves
Investment Oversight Subcommittee	Chris Steele	Mark Simon
Landscaping Subcommittee	Mark Simon	Marianne Wiesen
Park and Recreation Subcommittee	Marianne Wiesen	Kevin Graves
Public Financing Authority Subcommittee	Kevin Graves	Mark Simon
Water and Wastewater Subcommittee	Chris Steele	Kevin Graves

There was a consensus within the Board of Directors regarding the District Representative Listing.

D. PRESENTATIONS

None

E. AREA AGENCIES REPORTS / PRESENTATION

1. Sheriff's Office Report

Deputy Scheftner – Provided the law enforcement report for the month of December. There was discussion between the Board and Deputy Scheftner. There was one Public Comment Speaker.

Lieutenant Jose Beltran – Introduced himself as the replacement for Lieutenant Alan Johnson

2. CHP Report – No Report

3. East Contra Costa Fire Protection District Report – No Report

4. Supervisor Mary Piepho, District III Report – No Report

F. COMMITTEE/LIAISON REPORTS

1. Trans-Plan Report – No Report

2. County Planning Commission Report – No Report

3. Code Enforcement Report – No Report

4. Special Districts Report** – No Report

*** These meetings are held Quarterly*

G. CONSENT CALENDAR

All matters listed under the CONSENT CALENDAR are considered by the District to be routine and will be enacted by one motion.

1. DRAFT minutes of previous regular meeting dated December 18, 2013

2. DRAFT minutes of previous special meeting dated December 19, 2013

3. Annual "State of the Town" Chamber of Commerce Event for 2014

4. Approve and Adopt Resolution 2014-02 Amending the Reimbursement of Expense and Reimbursement Policy

5. Approve Register of District Invoices

Motion by: Director Pease to approve the Consent Calendar

Second by: Director Wiesen

Vote: Motion Carried – AYES: 5, NOES: 0

H. PUBLIC HEARING to Consider the Following

1. Ordinance No. 24 to ban the installation of sodium, potassium, and chloride based water softeners with brine discharge to the Town of Discovery Bay sewer collection system

President Simon – Opened the Public Hearing

General Manager Howard – Provided details of item H-1

District Engineer Harris – Provided additional details of item H-1. There was discussion between the General Manager, the District Engineer, Legal Counsel, and the Board. There was one Public Comment Speaker.

President Simon – Closed the Public Hearing

Motion by: Director Graves to adopt Ordinance No.24 and waive first reading establishing brine discharge water softening appliance use regulation, including a ban of the installation of sodium, potassium, or chloride based water softeners in the District; and authorize the General Manager and Legal Counsel to place the adopted ordinance in effect per District policies.

Second by: Director Wiesen

Vote: Motion Carried – AYES: 5, NOES: 0

I. NEW BUSINESS AND ACTION ITEMS

1. Establishment of Community Center Foundation

General Manager Howard – Provided details of item I-1. There was discussion between the General Manager, Legal Counsel, and the Board.

No Action

2. Consideration, Approval and Adoption Resolution No. 2014-01 to revise Park Rules and Regulations Forms and Fees for the Town of Discovery Bay CSD owned and maintained Parks and Facilities

General Manager Howard – Provided details of item I-2.

Parks and Landscaping Manager Perez – Provided additional details of item I-2

Motion by: Director Pease to approve and adopt Resolution No. 2014-01 adopting revised Park Rules & Regulations and Reservations Forms and Fees for the Town of Discovery Bay CSD owned and maintained Parks and Facilities with the three changes as noted – Alcohol, 501(c)(3), and the wording removal of the Sports Organizations or Leagues.

Second by: Vice-President Steele

Vote: Motion Carried – AYES: 5, NOES: 0

General Manager Howard – Recognized Parks and Landscape Manager Perez for her time and efforts related to the Community Center Rehabilitation Project that took place during the Christmas Holiday Season.

3. Mission, Vision, Values and Goal Statement

General Manager Howard – Provided details of item I-3. There was discussion between the General Manager and the Board. This item will be brought back to the February 1, 2014 Workshop. No action taken.

4. Proposed Modification to the approved Holiday Schedule for 2014

General Manager Howard – Provided details of item I-4. There was discussion between the General Manager, Legal Counsel, and the Board.

Motion by: Director Pease to eliminate the three paid holidays - Martin Luther King, Jr. Day; Veteran's Day; and one Floating Holiday and transfer those days to the time between Christmas Day and New Year's Day, and require employees to take a vacation day to make up the four work days that occur between Christmas Day and New Year's Day

Second by: Director Graves

Vote: Motion Carried – AYES: 5, NOES: 0

J. PRESIDENT REPORT AND DIRECTORS' COMMENTS

Director Graves – Provided the details of the East Contra Costa County Fire Protection District meeting dated December 2, 2013.

K. MANAGER'S REPORT

None

L. GENERAL MANAGER'S REPORT

None

M. DISTRICT LEGAL COUNSEL REPORT

None

N. COMMITTEE UPDATES – Discussion and Possible Action

1. Community Center Status Report (No written report)

O. CORRESPONDENCE – Discussion and Possible Action

P. PUBLIC RECORD REQUESTS RECEIVED

Q. FUTURE AGENDA ITEMS

None

R. ADJOURNMENT

The meeting adjourned at 8:36 p.m. to the next regular meeting dated January 22, 2014 starting at 7:00 p.m. on 1800 Willow Lake Road.

//cmc – 01-.09.14

<http://www.todb.ca.gov/content/agenda-and-minutes/>